



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

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| JOB TITLE | Briefer |
| JOB ANNOUNCEMENT NUMBER | 18948 |
| SALARY RANGE | \$89,924 – \$116,901 annually |
| OPEN PERIOD | July 01, 2014 to July 22, 2014 |
| POSITION INFORMATION | Rotational |
| DUTY LOCATION | McLean, VA |
| WHO MAY APPLY | US Citizens |
| SECURITY CLEARANCE | TS/SCI with CI Polygraph |
| SUPERVISORY STATUS | No |
| TRAVEL REQUIRED | 0-25% Travel |
| RELOCATION AUTHORIZED | No |

ORGANIZATIONAL MISSION:

This announcement advertises a GS-13 position. Lower graded employees may apply, but if selected would accept the position as a lateral reassignment at their current grade.

Component Mission:

The National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government for analyzing and integrating all intelligence possessed or acquired by the United States Government pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. And it conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the federal government.

Office Mission:

The National Counterterrorism Center (NCTC) Directorate of Operations Support (DOS) provides NCTC and the counterterrorism (CT) community with 24/7 situational-awareness intelligence, information sharing, crisis management, continuity of operations, and response planning. In addition, DOS manages NCTC exercise and special-event support, and coordinates Intelligence Community (IC) support to international events on behalf of the Director of National Intelligence. One of the DOS components is the National Counterterrorism Operations Center (NCTOC). The NCTOC is responsible for keeping the NCTC's leadership apprised of terrorism-related events affecting United States (US) interests and assures policymakers at the White House, Office of the Director of National Intelligence (ODNI) and other agencies receive accurate and timely current terrorism-related intelligence.



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MAJOR DUTIES AND RESPONSIBILITIES:

Apply analytic approaches and techniques to gain an in-depth understanding of complex analytical issues and incorporate insights into comprehensive and sophisticated intelligence briefs that are tailored to meet the intelligence needs of some of the organization's most important customers.

Develop and deliver tailored and insightful intelligence briefings to senior United States Government (USG) and/or senior IC officials on key national security issues.

Maintain contact with customers in the organization and IC in order to understand their changing needs and requirements, and gather, compile and report information that meets their needs.

Collaborate with component and IC analysts to develop intelligence reports and other information that meets specific customer needs; request written products or briefings based on customer requests or interests and ensure that the tasking is suitable, clear, and comprehensive; review requested products to ensure that they meet the tasking requirements.

Maintain and continually expand personal expertise on a full range of current intelligence and policy issues that provide the background and depth of understanding required to compile and support daily intelligence briefings to the senior IC officials.

Compile and support the development of effective briefing materials for customers that incorporate finished intelligence products, raw intelligence background notes, and other relevant information that is synthesized, organized, and compiled in the delivery of an effective oral briefing; anticipate likely questions and develop responses using background information, acquired materials, or information provided by IC experts.

Obtain necessary information for customer briefings and answer customer questions using provided background information, acquired materials, or information furnished via consultation with IC experts; exploit internal and external online databases, pose and obtain answers to questions from appropriate organizational and IC sources, synthesize relevant raw intelligence, and consult with peers, colleagues, and components as necessary.

Develop and maintain effective relationships with colleagues in the ODNI and other IC organizations by providing appropriate feedback on written products; interact with IC officials to help shape intelligence questions for follow-on products and gain an in-depth understanding of the policy interests and intelligence needs of IC colleagues.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:



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Ability to develop and support the delivery of comprehensive and sophisticated intelligence briefings to senior IC officials and other senior administration advisors; ability to collect, compile and synthesize intelligence materials that accurately and effectively address customers' needs and questions.

Thorough writing and oral presentation skills and the ability to clearly express information to individuals at the highest levels of government and anticipate and answer their questions.

Thorough knowledge of key US foreign policy and national security objectives for key regional and transnational issues and ability to stay informed of current trends and developments and ability to work under tight time constraints with multiple daily deadlines.

Ability to review a large body of information and distill relevant products for inclusion in comprehensive, sophisticated daily intelligence briefs under tight time constraints and multiple daily deadlines; ability to efficiently prioritize, perform multiple tasks, and change focus quickly as demands change in a fast-paced, time constrained environment.

Ability to establish regular contact with customers in the USG and internal persons of importance and influence, involving tact and discretion in the handling of difficult situations.

A Bachelor's degree in a related field.

Desired KSAs:

Thorough situational judgment and interpersonal, negotiation, and networking skills to collaboratively build strong team relationships across occupations and organizational boundaries with customers, service providers and staff.

Thorough knowledge of analytic tradecraft and understanding of component and IC community policies, capabilities, and procedures; knowledge of key US foreign policy and national security objectives for key regional and transnational issues.

Thorough analytic and critical thinking skills and an ability to think strategically and recognize the policy relevance of intelligence products and raw intelligence.

Ability to exercise sound judgment, tact, and integrity in managing interactions with USG officials and colleagues in the ODNI and IC.

HOW YOU WILL BE EVALUATED:

You will be evaluated based upon the narrative responses you provide to each required Knowledge, Skills and Abilities (KSA's). When describing your knowledge, skills and abilities, please be sure to give examples and explain how often you used these skills, the complexity of the knowledge you possess, the level of the people you interacted with, the sensitivity of the issues you handled, etc. Your responses should describe the experience; education; and accomplishments which have provided you with the skills and knowledge required for this position.



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BENEFITS:

Please review the list of benefits below. For additional information please visit the OPM website at <http://www.opm.gov/insure/index.aspx>.

- Federal Employees Health Benefits Program
- Life Insurance
- Long-Term Care Insurance
- Federal Employees Retirement System (FERS) (new employees automatically covered). If you are transferring from another agency and covered by CSRS, you may continue in this program.
- Annual Vacation Leave
- Sick Leave
- Paid Federal Holidays
- Alternative work schedule
- **Health Care Flexible Spending Accounts**

OTHER INFORMATION:

You must submit all required information by the closing date listed. An incomplete application package will be ineligible for further consideration. The materials you send with your application will not be returned. Hardcopy applications will not be accepted.

HOW TO APPLY:

DETAILEE APPLICANTS

Government candidates will be considered for a reimbursable detail assignment. Written approval to accept a detail assignment must be obtained from the applicant's parent organization prior to on-boarding into an ODNI detail position.

*****HOW TO APPLY*** (DETAILEE APPLICANTS)**

DETAILEE: A detailee is a civilian employee of another government agency detailed to perform duties for the ODNI

Government candidates must submit their application through the Joint Duty site and obtain permission through written endorsement from your employing IC element. Please contact your agency's Joint Duty Program Office for internal nomination procedures.

SF-50 – All current Federal Government employees must submit a copy of their most current SF-50.



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If the employing element nominates an employee for the joint duty rotational assignment; they will notify that employee and the joint duty program manager will forward the application package to an appropriate official of the gaining element.

Any application submitted directly by an IC employee to the gaining element will not be considered.

WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will ONLY be contacted if they have been selected for an interview.

AGENCY CONTACT INFO:

ODNI Recruitment

Phone: (703)275-3663

Email: RECRUITMENT@DNI.GOV